

# MONARCH FIRE PROTECTION DISTRICT



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## PROXIMATE FIREWORKS PERMIT APPLICATION INSTRUCTIONS

Individuals, companies or organizations seeking a permit for outdoor display fireworks must complete the "PROXIMATE FIREWORKS" PERMIT APPLICATION and submit it with the required documentation at least 10 working days prior to the date of the display. Any application submitted in less than 10 working days prior to the date of the display, or incomplete applications, may be denied. **Please print clearly when filling out the application.**

### SUBMITTAL REQUIREMENTS

1. COMPLETED PROXIMATE FIREWORKS PERMIT APPLICATION.
2. SITE DIAGRAM OF THE LOCATION where the display will be conducted. An incomplete site diagram will be rejected and delay the permit process. The diagram is not required to be drawn to scale, but must include the following:
  - a. Required clearances for spectators and combustibles;
  - b. Crowd control measures;
  - c. Smoke control measures;
  - d. Requirements for standby personnel and equipment.
3. COPY OF CERTIFICATE OF LIABILITY INSURANCE with policy limit amounts of no less than one million dollars (\$1,000,000).
4. COPY OF U.S. BUREAU OF ALCOHOL, TOBACCO, FIREARMS AND EXPLOSIVES LICENSE/PERMIT.
5. COPIES OF MATERIAL SAFETY DATA SHEETS (MSDS) for the pyrotechnic materials to be used.
6. COPY OF CERTIFICATION that the set, scenery and rigging materials meet required flame-retardant standards, or have been treated to achieve the flame-retardant standards.
7. PAYMENT A check, money order or bank draft payable to the Monarch Fire Protection District, or cash, in the amount of \$155.00.

**NOTE: You are required to read the attached fireworks laws and regulations for the state of Missouri before you sign the permit application.**

All applications for proximate fireworks will be reviewed and approved by the Monarch Fire Prevention Bureau for compliance with Ordinance No. 31, The Fire Prevention Code of the Monarch Fire Protection District, which adopts portions of the International Fire Code/2009, NFPA 1123, NFPA 1124 and NFPA 1126.



# MISSOURI DIVISION OF FIRE SAFETY



# Display & Proximate Fireworks *Licensing*

June 21, 2013



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***DISPLAY AND PROXIMATE FIREWORKS LICENSING***

**I. Requirements for Licensed Operator/Pyrotechnic Operator**

Missouri Revised Statute 320.106 defines a “Licensed Operator” as “any person who supervises, manages, or directs the discharge of outdoor display fireworks, either by manual or electrical means; who has met additional requirements established by promulgated rule and has successfully completed a display fireworks training course recognized and approved by the state fire marshal.”

A “Pyrotechnic Operator” or “Special Effects Operator” is defined as “an individual who has responsibility for pyrotechnic safety and who controls, initiates, or otherwise creates special effects for proximate fireworks and who has met additional requirements established by promulgated rules and has successfully completed a proximate fireworks training course recognized and approved by the state fire marshal.”

Individuals seeking to be a Licensed Operator and/or Pyrotechnic Operator shall meet following criteria:

1. Submit a completed "Application for Licensed Operator/Pyrotechnic Operator License";
2. Applicant must be at least 21 years of age;
3. Have successfully completed a display and/or proximate training course approved by the State Fire Marshal;
4. Successfully pass a test administered by the Missouri Division of Fire Safety;
5. Provide documentation affirming active participation in the performance of at least three display or proximate fireworks shows within the past 24 months. If applying for both a licensed operator (display fireworks) and pyrotechnic operator license (proximate fireworks) documentation of six displays (3 display fireworks and 3 proximate fireworks) are required;
6. Applicant shall not have pleaded guilty to a felony or been convicted of a felony.
7. Copy of U.S. Bureau of Alcohol, Tobacco, Firearms and Explosives permit/license verifying compliance with applicable federal laws relating to possession, sales, storage or use of display and/or proximate fireworks if applicable.
8. Copy of a valid state driver’s license or state ID card;
9. Provide two passport type photographs;
10. A check, money order, or bank draft in the amount of \$100 (U.S.) payable to the Missouri Division of Fire Safety.



## **II. Licensed Operator/Pyrotechnic Operator by Equivalency**

Equivalency may be granted to an individual certified and/or licensed by another state upon proof of such licensing/certification. This equivalency relieves an individual from the requirement of successful completion of a display/proximate training course approved by the State Fire Marshal. However, the individual would still be required to successfully pass the Missouri examination.

An individual applying for licensing as a Licensed Operator and/or Pyrotechnic Operator must meet the following criteria:

1. Submit a completed "Application for Licensed Operator/Pyrotechnic Operator License."
2. Applicant must be at least 21 years of age;
3. Provide a copy of a current license/certificate from another state;
4. Must successfully pass a test administered by the Missouri Division of Fire Safety;
5. Provide documentation affirming active participation in the performance of at least three (3) display or proximate fireworks shows within the past 24 months. If applying for both a licensed operator (display fireworks) and pyrotechnic operator license (proximate fireworks) documentation of six displays (3 display fireworks and 3 proximate fireworks) are required;
6. Applicant shall not have pleaded guilty or been convicted of a felony;
7. If applicable, provide a copy of U.S. Bureau of Alcohol, Tobacco, Firearms and Explosives permit/license verifying compliance with applicable federal laws relating to possession, sales, storage or use of display and/or proximate fireworks;
8. Copy of a valid state driver's license or state ID card;
9. Provide two passport type photographs;
10. A check, money order, or bank draft in the amount of \$100 (U.S.) payable to the Missouri Division of Fire Safety.

## MISSOURI DIVISION OF FIRE SAFETY

### *DISPLAY AND PROXIMATE FIREWORKS LICENSING*



### **III. Renewal Requirements for Licensed Operator/Pyrotechnic Operator**

Missouri regulations require the Licensed Operators and Pyrotechnic Operators to renew their license every three years with the Division of Fire Safety.

License for a Licensed Operator and/or Pyrotechnic Operator will be issued to those individuals who have met the following criteria:

1. Submit a completed "Application for Licensed Operator/Pyrotechnic Operator License";
2. Provide proof/documentation of having attended a minimum of 12 hours of approved continuing education within the past three years relating to pyrotechnics;
3. Provide proof/documentation of actively participating in at least three fireworks displays and/or three proximate fireworks displays in the past three years;
4. Applicant shall not have pleaded guilty or been convicted of a felony;
5. If applicable, copy of U.S. Bureau of Alcohol, Tobacco, Firearms and Explosives permit/license verifying compliance with applicable federal laws relating to possession, sales, storage or use of display and/or proximate fireworks;
6. Copy of a valid state driver's license or state ID card;
7. Provide two passport type photographs;
8. A check, money order, or bank draft in the amount of \$100 (U.S.) payable to the Missouri Division of Fire Safety.

## MISSOURI DIVISION OF FIRE SAFETY

### *DISPLAY AND PROXIMATE FIREWORKS LICENSING*



#### IV. Testing for Licensed Operator/Pyrotechnic Operator

Individuals applying to test as a Licensed Operator and/or Pyrotechnic Operator must submit the "Application for Licensed Operator/Pyrotechnic Operator Examination" to be eligible to take the examination. Applications must be received by the Division of Fire Safety no least than 20 business days prior to the scheduled exam date. Preregistration is required for any examination.

Scheduled examinations are held at the Missouri Division of Fire Safety Headquarters at 205 Jefferson, 13th floor, Jefferson City, Mo. Exam schedules are posted on the Division of Fire Safety website, [www.dfs.dps.mo.gov](http://www.dfs.dps.mo.gov), or can be obtained by contacting the Division at (573)751-2930.

The examination for Licensed Operators consists of 50 multiple choice questions referenced to the current edition of NFPA 1123, *Code for Fireworks Display and Missouri Revised Statute 320.106 through 320.161*. Participants have two hours in which to complete the exam. Participants are allowed to use the applicable copy of NFPA 1123 and Missouri Fireworks Regulations during the exam. **The Division will furnish copies of NFPA 1123 and Missouri Fireworks Regulations during the exam.**

The examination for Pyrotechnic Operators consists of 50 multiple choice questions referenced to the current edition of NFPA 1126, *Standard for the Use of Pyrotechnics before a Proximate Audience and Missouri Revised Statute 320.106 through 320.161*. Participants have two hours in which to complete the exam. Participants are allowed to use a copy of the applicable edition of NFPA 1126 and Missouri Fireworks Regulations during the exam. **The Division will furnish copies of NFPA 1126 and Missouri Fireworks Regulations during the exam.**

Individuals must achieve a score of 70% to pass the examination. The Division of Fire Safety will score all exams and applicants will be notified by letter accordingly within 30 days of the exam. Notification will indicate only pass/fail status.

An applicant failing the exam must wait 30 days before retesting. A retest may be scheduled by contacting the Division of Fire Safety at 573-751-2930.

Should an applicant fail the exam a second time, he or she must retake an approved training course before being allowing to retest for the same license.

**If an applicant has not tested, taken a retest, or completed the licensing process within one year of course completion, his or her testing records will be deemed inactive and the entire course must be taken again to be eligible to test.**

## MISSOURI DIVISION OF FIRE SAFETY

### *DISPLAY AND PROXIMATE FIREWORKS LICENSING*



#### Requirements for Examination Eligibility

Only those individuals who have met the following criteria and provided the required documentation will be permitted to take the examination(s) for Licensed Operator and/or Pyrotechnic Operator:

1. Submit a completed "Application for Licensed Operator/Pyrotechnic Operator Examination"
2. Applicant must be at least 21 years of age
3. Have successfully completed a display and/or proximate fireworks training course approved by the Division of Fire Safety
4. Applicant shall not have pleaded guilty or been convicted of a felony
5. If applicable, copy of Alcohol, Tobacco, Firearms and Explosives permit/license verifying compliance with applicable federal laws relating to possession, sales, storage or use of display and/or proximate fireworks
6. Copy of a valid state driver's license or state ID card



## **V. Licensed Operator/Pyrotechnic Operator Course Approval**

The Missouri Division of Fire Safety serves as the sole approval agency for Licensed Operator/Pyrotechnic Operator training courses acceptable for Missouri licensing.

Individuals or companies seeking approval for training courses must submit a "Request for Fireworks Course Approval" to the Division of Fire Safety with the required documentation before any course will be approved.

The Division shall conduct a review of course materials before granting approval and notify the submitting individual or company of the results of that review.

A list of approved training courses will be available on the Division of Fire Safety website [www.dfs.dps.mo.gov](http://www.dfs.dps.mo.gov) or can be obtained by contacting the Division at (573)751-2930.

### **Requirements of Course Approval**

Courses meeting the following criteria will be reviewed and the results will be sent to the submitting individual(s) or company:

1. Completed "Request for Fireworks Course Approval" application
2. Copy of Instructor's Guide
3. Copy of Instructor's Qualifications
4. Copy of Student Guide and/or handout materials



## MISSOURI DIVISION OF FIRE SAFETY

### *DISPLAY AND PROXIMATE FIREWORKS LICENSING*



## VI. Application for Display (Outdoor) Fireworks Permit

Missouri Revised Statute 320.126 states:

"Permits for display or proximate fireworks may be granted to municipalities, fair associations, amusement parks, organizations, persons, firms or corporations. Such permits may be granted upon application and approval by the state fire marshal or local fire service authorities of the community where the display is proposed to be held. All applications submitted for display or proximate fireworks permits, must be submitted to the office of the state fire marshal a minimum of ten working days prior to the date of the event. The application shall be made on a form provided or approved by the state fire marshal. Every such display shall be supervised, managed, or directed by a Missouri licensed operator, or pyrotechnic operator on site pursuant to subsections 11 and 18 of section 320.106 and shall be located, discharged, or fired so as in the opinion of the permitting authority, after proper inspection based on the most current edition of the National Fire Protection Association standards, NFPA 1123, 1124, and 1126, to not be hazardous to any person or property. After a permit has been granted, the sale, possession, use and distribution of fireworks for such display shall be lawful for that purpose only. A copy of all permits issued for display or proximate fireworks shall be forwarded by the permit holder to the state fire marshal's office. No permit granted hereunder shall be transferable and shall apply to only one location. No holder of a manufacturer or distributor permit shall sell, barter, or transfer display or proximate fireworks to anyone not possessing an applicable permit or license."

Individuals or companies seeking a permit for display fireworks must complete the "Application for Display Fireworks" and submit it with the required documentation at least 10 working days prior to the date of the display. Any application submitted in less than 10 working days or incomplete applications may be denied.

All applications for display fireworks will be reviewed and approved by the Missouri Division of Fire Safety for compliance with all laws and applicable safety standards before a permit is issued. All reviews and inspections are based on the current editions of National Fire Protection Standards: NFPA 1123, NFPA 1124, and NFPA 1126.

## MISSOURI DIVISION OF FIRE SAFETY

### *DISPLAY AND PROXIMATE FIREWORKS LICENSING*



#### *Required documentation to be included with the "Application for Display Fireworks:*

1. A site diagram of the location where the display will be conducted. An incomplete site diagram will be rejected and delay the permit process. The diagram is not required to be to scale but must include the following:
  - a. Fallout radius for the largest shell to be fired during the display;
  - b. The points at which the shells and/or cakes are to be fired;
  - c. Locations of significant buildings, public roadways, overhead obstructions, and utilities at the site;
  - d. The location of the lines behind which spectators are restricted indicating distances in feet;
  - e. Indicate magnetic north.
2. Copy of certificate of liability insurance with policy limit amounts of no less than one million dollars (\$1,000,000)
3. Copy of U.S. Bureau of Alcohol, Tobacco, Firearms and Explosives license/permit
4. Copy of a valid Missouri Display Operator License for the listed display operator
5. Copies of material safety data sheets (MSDS) for the pyrotechnic materials to be used
6. A check, money order, or bank draft in the amount of \$100 (U.S.) payable to the Missouri Division of Fire Safety

## MISSOURI DIVISION OF FIRE SAFETY

### *DISPLAY AND PROXIMATE FIREWORKS LICENSING*



#### **VII. Application for Proximate (Indoor) Fireworks Permit**

Individuals or companies seeking a permit for proximate fireworks display must complete the "Application for Proximate Fireworks Display" and submit such with the required documentation at least 10 working days prior to the date of the display. Any application submitted in less than 10 working days or incomplete applications may be denied.

All applications will be reviewed for compliance with all laws and applicable safety standards and approved by the Missouri Division of Fire Safety before the permit is issued. All reviews and inspections are based on the most current edition of the National Fire Protection Association Standards: NFPA 1123, NFPA 1124, NFPA 1126, and NFPA 101 Life Safety Code or equivalent nationally recognized code in relation to means of egress, occupancy load, and automatic sprinkler and fire alarm systems.

#### ***Required documentation to be included with the "Application for Proximate Display Fireworks":***

1. A site diagram of the area where the display will be conducted. An incomplete site diagram will be rejected and delay the permit process. The diagram is not required to be to scale but must include the following:
  - a. The point at which the proximate fireworks are to be positioned and fired;
  - b. The fallout radius for each proximate fireworks used in the display
  - c. The lines behind which the spectators are restricted indicating distances in feet;
2. Copy of a certificate of liability insurance with policy limits in an amount of no less than one million dollars (\$1,000,000)
3. Copy of U.S. Bureau of Alcohol, Tobacco, Firearms and Explosives license/permit
4. Copy of a valid Missouri Pyrotechnic Operator License for the listed pyrotechnic operator
5. Copies of material safety data sheets (MSDS) for the pyrotechnic materials to be used
6. Copy of certification that the set, scenery, and rigging materials meet required flame-retardant standards or have been treated to achieve the flame retardant standards
7. A check, money order, or bank draft in the amount of \$100 (U.S.) payable to the Missouri Division of Fire Safety



**VIII. Suspension, Revocation, or Denial**

The State Fire Marshal may suspend, revoke, or deny any license or permit issued to any individual when it is found that the individual:

- A. Has knowingly made a material misrepresentation of any information required for licensing or permitting offered by the Division of Fire Safety, or
- B. Has knowingly by any means of false pretense, deception, fraud, misrepresentation or cheating, obtained training or licensing, or
- C. Has pleaded guilty to a felony or been convicted of a felony, or
- D. Fails to achieve a score of 70% on the Division of Fire Safety display/proximate fireworks exam



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## APPLICATION FOR PERMIT- PROXIMATE FIREWORKS

*This entire application must be completed and submitted with all required documentation. Incomplete applications or documentation will be rejected.*

ADDRESS:

PERMIT #:

EVENT INFORMATION		
NAME OF EVENT:		
FIREWORKS DISPLAY DATES:	SET-UP DATE:	DISPLAY IS: <input type="checkbox"/> Sponsored <input type="checkbox"/> Private
MUNICIPALITY HAVING JURISDICTION:		
PROPERTY NAME:		
ADDRESS:		
PROPERTY OWNER INFORMATION		
PROPERTY OWNER:		PHONE:
EMAIL:		FAX:
ADDRESS:	CITY/STATE/ZIP	
CONTACT:	CELL:	
EMAIL:		
EVENT ORGANIZER INFORMATION		
BUSINESS NAME:		PHONE:
ADDRESS:		FAX:
CITY/STATE:		ZIP CODE:
CONTACT NAME/TITLE:		CELL:
EMAIL:		
APPLICANT INFORMATION		
APPLICANT NAME:		TITLE:
ADDRESS:	CITY/STATE/ZIP	
EMAIL:		CELL:
Driver's License or ID Number and State of Issue:		
ALTERNATE RESPONSIBLE PERSON:		TITLE:
ADDRESS:	CITY/STATE/ZIP	
EMAIL:		CELL:
Driver's License or ID Number and State of Issue:		

Missouri State Statute (RSMo 320.126.4) requires all fireworks displays "shall be supervised, managed or directed by a Missouri licensed operator or pyrotechnic operator on site".  
 A permit cannot be issued until a licensed operator is identified on this application

**OPERATOR NAME:**

**MO LICENSE #:**

**NAMES AND AGES OF ALL OPERATORS AND ASSISTANTS WHO WILL BE PRESENT AT THIS DISPLAY**

NAME (PRINT)	AGE	NAME (PRINT)	AGE

**CIRCUMSTANCES OF USE**

**METHOD OF FIRING:** \_\_\_ MANUALLY \_\_\_ ELECTRICALLY \_\_\_ COMBINED

CHECK ALL CIRCUMSTANCES FOR WHICH THIS APPLICATION IS BEING MADE:

The use of pyrotechnics in theatrical, musical, or similar productions before a proximate audience or performers.

The use of pyrotechnics while video-taping, audio taping, filming or otherwise recording in front of or before a proximate audience or performers.

**DISCLAIMER AND SIGNATURE**

**PLEASE READ BEFORE SIGNING THIS FORM:** I hereby certify that I have received with this application a copy of the fireworks laws and regulations for the state of Missouri and that I have read and understand said laws and regulations. I further certify that I have examined this application and documents submitted in support thereof and to the best of my knowledge and belief, they are true, correct and complete.

**SIGNATURE:**

**TITLE:**

(PLEASE PRINT NAME HERE):

**DATE:**

**OFFICE USE ONLY**

PERMIT APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_ PERMIT FEE \_\_\_\_\_

PERMIT ISSUED BY \_\_\_\_\_ DATE \_\_\_\_\_ ENTRY DATE \_\_\_\_\_

CREDIT  CASH  CHECK # \_\_\_\_\_ RECEIPT # \_\_\_\_\_